
Mitigation GIS Specialist

Position Statement

Provides, analyzes and presents spatial data in the form of maps and data reports. Provides data that supports hazard mitigation activities; coordinates data acquisition with other offices in disaster recovery.

Duties

- ❑ Coordinate data acquisition FEMA Headquarters, and various State and Federal agencies.
- ❑ Deliver usable and complete GIS products in a format that can be easily replicated and understood by various internal divisions and external partners
- ❑ Responsible for situation reporting; damage prediction, estimation and assessment; resource management and information exchange; and situation analysis.
- ❑ Coordinate with staff members for data collection on specific projects, when necessary.
- ❑ Acquire remote sensing data for current disaster, as needed.
- ❑ Consult with the Office of General Council on Privacy Act “Routine Use” policy prior to use of applicant information.
- ❑ Develop or obtain a data inventory of all available data to be incorporated into the META DATA and data dictionary.
- ❑ Archive and transfer all files, GIS products, and records to the regional office at close of disaster.
- ❑ Review any additional staffing needs to accomplish GIS mitigation objectives.
- ❑ Meet with Branch Chiefs regularly to discuss potential GIS products.
- ❑ Offer creative and expeditious solutions to coworkers GIS needs.

Knowledge, Skills and Abilities

Knowledge

- ❑ General knowledge of disaster loss reduction policies and practices
- ❑ Expertise on the structure, maintenance, and operation of relational databases
- ❑ GIS advanced principles; remote sensing data analysis & information integration
- ❑ Fully understands sharing/use protocols

Skills and Abilities

- ❑ Excellent communication, organizational, and customer service skills.
- ❑ Advanced geospatial cartographic/GIS skills with ability to accommodate high output needs.
- ❑ Ability to proficiently use MS Office programs and navigate internal databases.
- ❑ Ability to work under pressure to accomplish multiple tasks under short timelines in a politically sensitive environment.
- ❑ Ability to accept responsibility, make independent decisions, establish priorities, and solve problems.

- ❑ Ability to quickly assess, analyze, and prioritize issues and formulate appropriate responses based on an overall vision.